

PUBLIC SAFETY TELECOMMUNICATIONS

LOCATION: Portland
MONDAY, September 14, 2015
11:00 A.M.

-----Minutes-----

Attendance:

Members Present

Chairman Ross Andrew
Commissioner David Darling (SFD)
Commissioner Susan Bransfield (PFD)

Members Absent

Commissioner Tom Serra (MFD)

Staff Present

Wayne Bartolotta – Director of Central Communications
Joe Kronenberger – Deputy Director of Central Communications
Chief Rob Kronenberger - MFD
Bill McGovern – Hunters Ambulance
Sgt. Brian Hubbs – MPD
Sgt. Doug Clark – MPD
Detective Derek Puorro – MPD
Lori Ruffino – Recording Secretary

Matthew Gianquinto – System Sales Director/EF Johnson

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| CALL TO ORDER |
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Chairman Andrew called the meeting to order at 11:03 a.m.

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| MINUTES OF PREVIOUS MEETING |
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Chairman Andrew asked for approval of the minutes from June 1, 2015. Commissioner Darling moved to waive the reading of the minutes and adopt them, Commissioner Bransfield seconded and all voted in favor.

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| PUBLIC HEARING |
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None

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| CORRESPONDENCE |
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- Correspondence will be grouped into monthly report

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| MONTHLY REPORT |
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- Monthly call statistics were handed out.
 - Updates were sent out via email for July & August due to no meetings
Nothing unusual during these months
 - August activity:
 - 4100 incidents processed for Police & Fire response, 2,100 911 calls, 7,400 administrative calls with EMD at 96%
- School Safety Committee & City Asset Committee continue to meet
 - City Asset Committee – lot of work being done within the buildings in the city
 - Police Department almost ready to go up online with new cameras and recorders, city hall wired and is online, Cross Street fire station has been wired, now at Mile Lane to do final run, and Palmer Field area, American Legion building has cameras. Buildings are being wired for access control.
 - School Safety Committee meeting this week – going to set up and do test of portable radios.
- 911 information sessions have been done – doing one for AARP, trying to assist people as to when and how to call 911. Director Bartolotta stated to Commissioner Bransfield that assistance is available to Portland as well if needed.
- Report from Radio Consultant as well as a memo sent via email and available during this meeting
 - Currently in process of replacing one of two main microwave links – a request is in for current CNR cycle to replace the second one and needed a direction as to where to be heading – having problem with coverage in the city and need to address those so consultant was called in to assist as to how to proceed next.
 - Consultant made a general recommendation and uncovered more gaps than actually knew about in communications.
 - Memo was prepared by Director Bartolotta to the Mayor and Common Council with options
 - Next phase is to meet with the Common Council to take a look at and go over the general issues – Director Bartolotta will report back after that and keep everyone posted every step of the way
- Two additional correspondence:
 - Letter from Middletown Police Employees Union and Director Bartolotta's response – copy handed out
 - Director Bartolotta has been in touch with the Chief of Police regarding their concerns with their communications – further follow up meeting will be arranged to address the issues
 - Director Bartolotta will keep the commission informed of the progress as well as keeping Portland informed and included as well
 - Chairman Andrew went on record to say that this commission supports this and wants to work with them and see it to fruition
 - He made a motion for the voting members to vote that the commission stands behind this and are in favor of this
 - Commissioner Darling seconded and all voted in favor

OLD BUSINESS

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NEW BUSINESS

- Chairman Andrew stated that he was reading through the Charter that formed this committee and that every year a Chairman is to be elected so he threw that out for today. Commissioner Bransfield nominated Chairman Andrew for the new year, Commissioner Darling seconded, Chairman Andrew accepted the nomination and all voted in favor.
- Bill McGovern, Hunters Ambulance, posed a question to dispatch with regards to medicals and response determined before dispatching and asked that the response be given so they would have more information about the patient for their responders. It was determined that based on the current CAD system it cannot be changed to accommodate that request. Dispatch will take a look at this request further.
- Sgt Hubbs brought up an old business to make it new business and is looking for a resolution in the communications gap and what to do in the interim especially in the hospital emergency room and military base.
 - Needs to be addressed & noted that an interaction happened between Director Bartolotta & Middlesex Hospital but unsure of the outcome.
 - Director Bartolotta suggested that they sit with the Police Chief and discuss this issue as this is a commission meeting and this is out of format.
- Commission Darling stated that he had an occasion to see a power point presentation by Joe Kronenberger and Wayne Bartolotta on the way to handle 911 calls and was very informing. He suggested that if anyone has a connection with a group that they are in he recommended them seeing it.

ADJOURNMENT

- *Commissioner Darling moved for adjournment and the meeting was adjourned at 11:34 a.m.*

Respectfully submitted,
Lori Ruffino
Recording Secretary

Next meeting to be held on October 5, 2015 in Middletown